

CLEMSON UNIVERSITY
COMMISSION ON CLASSIFIED STAFF AFFAIRS
MINUTES
April 14, 1992

Present: Teri Alexander, Marian Cappiello, Lynn Belding, Stephanie Clark, Natalie Garrison, Pam Durham, Ron Herrin, Bruce Herczogh, Charlotte Holmes, Phil Howard, Kay Long, Kathy Hunter, Diane Jones, Teresa Kelly, Judi Mounter, Lillian Lappie, Mary Joe Williams, John McKenzie, Kathy Brock, Stanlee Miller, Linda Westbrook, Jana Mize, Alan Godfrey, Ben Morton, Tammie McCall, Robbie Nicholson, Dot Roberts, Faye Rister, Dick Simmons, Michael Simmons, Ray Smith, Harold Duncan, Patsy Sowell, Ruth Taylor, Ray Thompson, Anolyn Watkins, Beth Jarrard, Jo Abernathy, Wanda Reed, Cecil McCaskill, Millie Collins, Diane Donald, Phillip Allen, Kathy Moore, Lynn Reeves, Melanie Waters
Mary Daines

Absent: Fran Massey, David Muhlberger, Judy Pilgrim, Kathey Ricketts, Sandy Smith.

From the Chair: Patsy welcomed all new representatives and alternates and announced each one. Patsy urged all members to inform Teri Alexander, Secretary, of any changes to the roster or policies which were distributed. The minutes were approved as written. Patsy announced that Sandy Smith, new Chair, was not able to attend. She sent a message that she is very excited about the new year and serving as the Chair of the Commission. At this time, Patsy asked for any new nominations from the floor for new officers. None were given. Patsy then asked for a motion that the nominees be accepted by acclamation. The motion was made, seconded and accepted by majority vote. The new officers are:

Phil Howard, Chair-Elect
Rock McCaskill, Parliamentarian
Teri Alexander, Secretary
Lynn Reeves, Treasurer

Committee Reports:

Policy Committee - Lynn Belding offered a word of thanks to the committee members and their hard work. The Policy Committee added membership to several new University Committees during the 1991-1992 year. Some correspondence was received and responded to regarding family sick leave, the addition of custodial staff to the roster, and on-going parking concerns. The committee recommends the merger with the Welfare committee in the next year and feel that it is a positive move. The first joint meeting was held last week.

Communication Committee - Ben Morton, having served as the Chair for two years gave an overview of the Communication Committee. The purpose is to effectively communicate with 2600 classified staff members. The Newsletter is used to present information to classified staff. Each representative serves at least 100 staff members and serves as a communication tool with his/her representative area. The Committee coordinates the Benefits Fair and serves as a way to present the Commission to the Clemson Community. The Mail Subcommittee is a part of the Communication Committee. Ray Smith has served as chair. Ben commented that the Committee is looking for assistance with the Newsletter. The Committee is also responsible for the Annual Awards Luncheon.

Welfare Committee - Lillian Lappie has served as Chair during the last year. Welfare and Policy are being combined to handle issues such as benefits and welfare that are of concern to classified staff. The group met nine times and discussed the following issues: leave without pay, position questionnaires and classifications, Fike membership, insurance deductions, leave pool, off-campus wellness issues and off-campus exchange programs as well as night classes. The next meeting will be held for both committees in May. Lillian offered special thanks to the members and to Faye Rister. Lillian also urged the members to keep in touch and communicate areas of concern to the committee.

Scholarship Fund - In Sandy's absence, Patsy provided a report on the Scholarship Fund. This area will become a standing committee for the upcoming year and will handle fund-raisers such as the Golf Tournament. Patsy also

explained to members that the Commission supports a fund for dependent children of staffmembers. This new committee will need a chairperson. The Alumni Office will be sending out a solicitation to all staffmembers encouraging and asking for support.

Budget Report - Jana Mize reported that the Commission has a balance of \$2300. Jana also expressed to the group that she had enjoyed serving and regrets leaving the Commission.

University Committees:

Parking Committee - Stanlee Miller reported that he had served on the committee for two years. A March meeting was held to discuss the fee increase. A joint resolution was passed to the Parking Committee endorsing the fee increase but asking that other sources of revenue be considered for the future. President Lennon approved the resolution. Students are asking for more cross walks. There are some problems at the Post Office. Students are asking that the 24-hour employee spots at the Library be changed to open parking after business hours. If employees want to keep those library spots, we need to voice our opinion.

Accident Review Board - Kathey Ricketts absent.

Strategic Planning - Ruth Taylor reported that an open forum is scheduled for Wednesday at 3:00 pm at Strom Thurmond. Ruth has continued to work with the committee on wording changes to include classified staff in the planning document. Ruth suggested any classified staff member should attend. Ruth will serve on the committee next year.

Joint City/University - Ruth Taylor reported. Mike McLeod resigned and Ruth is serving in his place; however, she has not attended a meeting nor has she received minutes.

Committee to Promote the Clemson Experience - Lynn Belding - no report.

Athletic Council - Patsy Sowell reported that the committee is discussing the image of the athlete and how to better improve relations with students, faculty and staff.

Recreation Advisory Committee - Phil Howard reported that Recreation had put together a study to determine if the local community within 50 miles is interested in Fike membership.

President's Cabinet - Patsy Sowell reported that the cabinet

was approached with the possibility of bringing the AIDS Quilt to Clemson campus for display. The quilt symbolizes the AIDS victims. Each square is 3 x 6 feet and represents a grave. Sections will be on display in the Ballroom at the Clemson House.

Southern Bell Steering Committee - Judy Nicks absent.

Centennial - Dewey Barefield absent.

Old Business: Ray Thompson asked some questions about the fundraiser Golf Tournament. Patsy provided information about the next tournament which will be held in the spring of 1993. The Commission opted not to hold another tournament this spring because of the close timing. Sponsors might not be able to contribute to two tournaments close together.

Patsy asked members to let her know of University committees that are of interest. Please encourage alternates to be actively involved.

Ray Thompson also announced that Employee Development will sponsor a Teambuilding Workshop. Patsy suggested that we sponsor and provide funding since we do have funding.

New Business: Patsy asked for our attention to the new policies and procedures distributed at the meeting. An Ad-Hoc Committee met and made proposed wording changes. For example on page five wording changes were made to allow Sandy to serve as the Chairperson during her fourth year of service. All members were asked to read the by-laws carefully for errors or changes.

Patsy is asking someone to prepare a history of the Commission. University Compensation and Classification Advisory Committee needs to be added to the Appendix.

Patsy also received a call from the University of Texas to ask for assistance in setting up a group similar to the Commission. Ryan Amacher who is now employed there has spoken highly of our group at Clemson.

Patsy thanked the Commission members and expressed how much she had enjoyed her year of service. The 15000 miles were well worth the trip! Patsy thanked the Executive members as well as President Lennon and her supervisor Dr.

Jones Bryan. As well, Patsy thanked the Ex-Officio members for their support. A special thanks was extended to Dewey Barefield, Frances Wald, Ray Thompson and Rhonda Roper for their hard work and help. Sandy Smith was also commended for her help!

The meeting was adjourned at 11:20pm.

Recorded by Teri Alexander.

**NEXT MEETING - MAY 12, 1992 10:00AM - Student Senate
Chambers.**

**CLEMSON UNIVERSITY
COMMISSION ON CLASSIFIED STAFF AFFAIRS**

COMMITTEE PREFERENCES FOR 1992-1993

NAME_____

Committee Preference: (first and second choice)

1. **Communication**_____
2. **Policy & Welfare**_____
3. **Scholarship**_____

Is there a University Committee that you are interested in?

Please bring this form to the May meeting and submit your
selection(s).

motion made
+ seconded
Can't change this yr. -
1993 hope change
1994

COMMISSION OF CLASSIFIED STAFF AFFAIRS
FACULTY SENATE
STUDENT GOVERNMENT
GRADUATE STUDENT ASSOCIATION

Joint Resolution on the Fee and Fine Structure
of the Department of Parking Services

WHEREAS; the University administration has instructed the Department of Parking Services to act as an auxiliary service department;

WHEREAS; the Department of Parking Services is charged with providing a campus wide transportation network which includes improved and unimproved parking facilities and a shuttle bus service;

WHEREAS; administrative costs, costs of providing shuttle service and costs of maintaining and constructing improved parking facilities have continued to increase beyond the revenues generated by the current fee and fine structure levied by the Department of Parking Services;

WHEREAS; the students, staff, faculty and food service employees are to date the sole, consistent providers of revenues from fees and fines to the Department of Parking Services;

WHEREAS; other auxiliary service departments operating on campus encourage and profit from the use of designated parking facilities by persons other than Clemson University students, staff, faculty and food service employees;

WHEREAS; a 38% increase in the base parking fee for students, staff, faculty and food service employees has been proposed by the Department of Parking Services, while the other auxiliary services have not been required to pay for their use of these facilities,

BE IT THEREFORE RESOLVED, that while we encourage the development of a comprehensive transportation network on campus, and have demonstrated our support through decal purchases, we are unable to support any increase in the existing parking fees levied upon our constituents until the President of Clemson University authorizes the Department of Parking Services to extend parking fees and fines to include the other auxiliary service departments (i.e. Athletics, Conference and Guest Services, and Recreational Services) which generate additional traffic and aggravate the routine parking situation on campus.

up
\$2.00
\$2.50
second car - \$5.00